

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

ILSP Working Group Meeting Minutes - 12 May 1988

STAT

EXTENSION

NO.

STAT

DATE

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

5/19

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16 May 1988


MEMORANDUM FOR: ILSP Working Group Members, Alternates and Meeting Attendees

STAT FROM: 


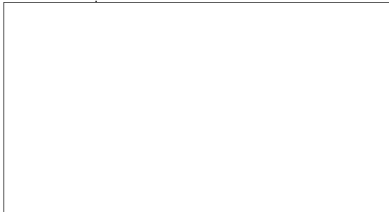
Chairman, ILSP Working Group

SUBJECT: ILSP Working Group Meeting Minutes - 12 May 1988

1. The scheduled meeting of the ILSP Working Group (ILSP) was held at 1000 hours, 12 May 1988. The following representatives were present:

STAT 

ILSP
ILSP
OIT
ILSP
ILSP
ILSP
DA Alternate
DCI/Admin
DCI Representative
OIT/CED Representative
DCI Admin
OS/PSD
DS&T Alternate
ILSP
ILSP
OS/HSD
DO Representative
NBPO Representative
OS Representative
OTE/AD
NESA
PCS/CSS
OEA
DI Alternate
CED/SI

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The meeting followed the scheduled agenda. (Attachment 1)

2. Old Business

- A. The minutes of the previous meeting were approved without comment.
- B. The Alternate DO Representative is

3. OL Topics

- A. briefed changes in the latest ILSP schedule (Attachment 2). OIT underfloor work has been completed on the ground and second floors for OTS and on the third, fourth, and fifth floors for OSWR. OL carpet and furniture installation has been completed on the first and third floor for OTS. The NESA/OEA areas on the sixth floor should have the carpet/furniture installation completed by 13 May 1988.
- B. A partial schedule for the South Tower (ST) with anticipated completion dates for OL 100% drawings to OIT has now been appended to the North Tower schedule. The SE date is in question because of continuing significant requested changes.
- C. DA components will be the last to be scheduled and moved into the NHB.
- D. provided an update on the fit-up work in the NHB. He stated that the OTS renovation on the ground floor of the North Tower has been completed. Construction drawings and specifications for the five OSWR equipment rooms requiring HVAC and electrical modifications on the third, fourth, and fifth floors North Tower has been solicited for bids. Bids are due 17 May 1988. Estimated time of completion for construction is 15 July 1988. Construction documents for

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OGC are in process with SH&G. Sixty percent review of the construction documents will be held in the office of SH&G on the 19 May 1988. Estimated date for SH&G to complete the construction documents is 2 June 1988. OIT office space design drawings are approximately two months behind schedule, and remain ongoing. Fifteen of the eighteen areas have been completed in design and inputted into the CADD. ILSP received 100% design drawings for OIG. These drawings will be passed on to SH&G to produce construction documents. Two of the four OTE classrooms are in 100% review and will be sent back to the A&E for a final submission. The other two OTE classrooms are in 100% design and the layout has been submitted to OIT. Thirty-five percent design review drawings for the Office of Personnel, Special Activity Services were reviewed with comments from the component. They will be located on the fourth floor adjacent to the Atrium. Thirty-five percent design drawings for PPS/DO have been submitted and negotiations for changes are on going. Comments from the component will be forward to the A&E for 95% design submittal. ILSP is at ground zero with SE/DO design, after four months of design reviews. ILSP has put a hold on their project until they can finalize their requirements. SE/DO is in a two month slip of their original move of February 1989. OSO/SPD is in 100% design and has been inputted into the CADD. Drawings will be given to OIT for their work by early next week. Design Branch is producing 35% drawings for AF/DO. A block diagram will be submitted first to see if all requirements can be met.

- STAT
- E. [] commented on the NHB survey work and stated that requirements gathering for the balance of OP is continuing and office space design will follow. Requirements gathering for the DO/Task Force on the third floor and OMS Gym are under way.
- STAT
- F. [] commented that the work order for alarm power in the North Tower has been completed.
- STAT
- G. [] reported on the status of carpet, partition and furniture work and referred to the ILSP schedule changes reported earlier. These activities are on schedule. [] new phone number is [] and he is now located in 1J45 Hqs. He is the POC for the partition and furniture questions.
- STAT

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H. There were no new OL issues or concerns.

4. OIT Topics

- STAT
- A. [] discussed the ILSP schedule for completion of OIT underfloor work for OTS and OSWR. He said that all wiring for component moves through September are now complete.
- STAT
- B. The [] Center will be down from 1600 on 27 May until the afternoon of 30 May 1988, during which time it will be moved to NHB. The ST freight elevator is available for use in the move as well as the NT freight elevator. [] will give a post mortem briefing on the [] Center move after its completion.
- STAT
- C. North Tower alarm wiring will be completed by 13 May 1988.
- STAT
- D. There were no new OIT issues/concerns.

5. OS Topics

- A. The south BB room, needed by 1 June 1988, has not yet been alarmed and the necessary conduit and wiring has not been completed. OIT is working on this activity now and it is expected that the alarm will be functional by 23 May 1988.
- B. There is no change in the policy on safes in the NHB at this time. Several components, including SE and AF, have requested floor space for safes in their requirements.
- C. The DI has expressed concern about the safety aspect of OS's planned tempest shield monitoring system that will be installed in about one year. OMS has been contacted and a paper is being written on the subject. There appears to be no health problem with this system. Any relevant information will be communicated to employees in the future by OMS.

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D. OS Issues/Concerns

- 1). [] expressed concern over the conduit status of the badge processing (PASS) machines. An Action Item (ILSP-60) was assigned to [] to provide the status on this subject.

6. General Issues

- A. There were no General Issues/Concerns.

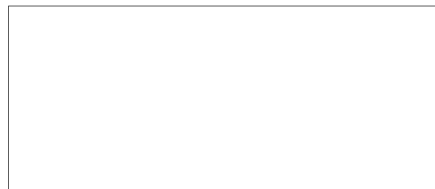
7. Action Item Review

STAT	ILSP-23	DO Alternate - <u>Closed</u> - []	[] DO
STAT	ILSP-57	Phone service to work areas in NHB (e.g. mechanical rooms.) - <u>Closed</u>	[] ILSP
STAT	ILSP-58	Insure underfloor area on second floor is cleaned - <u>Closed</u>	[] ILSP
STAT	ILSP-59	Old and new room numbers on CAD drawings - <u>Closed</u>	[] ILSP

9. Action Items Assigned

STAT	ILSP-60	Provide status of conduit for 4th floor NHB entrance badge processing machines.	[] ILSP OIT
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10. The next ILSP WG meeting is scheduled for 26 May 1988 at 1000 in 3E14 HQs.



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ILSP WORKING GROUP
AGENDA
12 MAY 1988

- OLD BUSINESS

- Review/Approval of Minutes of previous meeting

- OL TOPICS

STAT

- Overview of ILSP Schedule
- Status of NHB Fit-up Work
- Status of NHB Survey Work

STAT

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- Status of Alarm Power Drops
- Carpet, Partition & Furniture Progress Report
- Issues/Concerns?

STAT

- OIT TOPICS

- Status of PBX, Wang, and special wiring work in NHB
- Status of Computer Systems relocation
- Status of Alarm Wiring conduit work
- Issues/Concerns?

STAT

- OS TOPICS

- Status of Alarm work in NHB
- Safes in the NHB - Current Status
- Tempest - Any Updates?
- Issues/Concerns?

- GENERAL ISSUES OR CONCERNS?

- DA
- O/DCI
- DI
- DO
- DS&T

- ACTION ITEM REVIEW

- NEXT MEETING: 26 MAY 1988, 10:00 3 E14 HQS

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- 3 Information Service Centers
- 4 Fit-up of OL storage areas only
- 5 Fit-up of OIT storage/office areas
- 6 Fit-up of OP office area around OMS Infirmary only
- 7 OSO/SPD only, temporary assignment per DDA memo 2/23/88
- 8 Fit-up of OTE classrooms only (4A012, 4F030, 4F032, 4F034)
- 9 Fit-up of north tower OS space only.
- N/A Not Applicable
- ? Date not yet supplied or verified

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NOTES:

- * ACTUAL completion date (dates without asterisks are PLANNED dates)
- 1 Fit-up of OTS core area
- 2 OP Employee Services Center
- 3 Planned for IG/Audit. Reassigned to CIC by DDCI on 4/12/88.
- 4 Information Services Centers (DAC, Mail, Registry)
- 5 Managed by IMS
- 6 Restricted to OS use only
- 7 Managed by OIT
- 8 DO Task Force space
- 9 Fit-up of OTE classrooms only
- 10 Fit-up of OMS Infirmary only
- 11 DI/Historical Intelligence Collection
- N/A Not Applicable
- ? Date not yet supplied or verified

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